

Minutes

TO: Administration and Technology Committee

FROM: Clare Kindall, Chairperson

DATE: June 27, 2013

SUBJECT: Administration and Technology Committee Meeting

In Attendance: Clare Kindall, Leon Davidoff, Steve Adler, Denise Hall (by phone), Ron Van Winkle, Essie Labrot, Jared Morin, Robert Palmer, Catherine Deviney

The Administration and Technology Committee met on Monday, June 24, 2013, at 6:30 p.m., in Town Hall, Room 312, to discuss the following:

AGENDA

1. Town Clerk legislative update

The Town Clerk discussed recent legislation requiring MERS mortgages to be recorded on the land records. Over the past few years in many cases MERS mortgages did not record those mortgages. The fees were increased and the town should see a revenue increase perhaps as high as \$90,000. The electronic filling of legal notices did not pass the legislature. There will be a constitutional amendment on the ballot in November, 2014 that if passed could allow multi-day voting.

2. Summer construction

a. Charter Oak

The Town is seeking fee proposals from three architects for Charter Oak School. Interviews for construction managers is also ongoing. It is anticipated that the school will be open in the fall of 2016. Bob Palmer reviewed a significant number of facility renovation projects that are to begin this summer, including roofing on Town Hall and Conard High School, flooring projects at Aiken, Duffy, Hall and Sedgwick, stadium lights at the two high schools, masonry repair at Sedgwick, fire code improvements at King Phillip among others.

3. Energy update

Catherine Diviney discussed the ongoing energy conservation improvements including the possible installation of solar panels at Conard, Aiken and Wolcott and possible solar structures on the Isham and Memorial garages.

Technology update

Jared Morin discussed the ongoing IT investments the town and schools have made. All schools are now wireless and connected to 100 mb fiber systems. This eliminates a \$91,440 cost associated with the rental of T1 lines. New computers have been and are being purchased that take advantage of the new system. The town continues to make great strides in improving its technology base and finding efficiencies in the application of technology.

C: Town Council
 Ronald Van Winkle, Town Manager
 Joseph O'Brien, Corporation Counsel
 Essie Labrot, Town Clerk
 Department Directors
 Karen List, Superintendent of Public Schools